Sunset View	Parish Council Chair:	Councillor Amy Watson
Cowbroads Lane	Parish Council Vice-Chair:	Councillor Julia Roughton
Old Leake	Parish Clerk:	Mrs Deborah Money
PE22 9QU	Email:	clerk@wkkc-pc.gov.uk

Parish Council, held on Wednesday 4 March 2026, in Cracroft Village Hall, West Keal commencing at 7.00 pm.
Present: Councillors, Amy Watson (Chair), Martin Lacey, Julia Roughton, Margaret Rickard, Paul Rennie, John Rowntree and the Clerk Deborah Money

Also present: County Councillor Roberts

District Councillor Taylor was away on holiday.

Public Forum: No members of the public present.

The meeting was opened at 1905

1. **Chairs Remarks**
   The Chair welcomed everyone to the meeting.

2. **Apologies for absence:** To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.
   Apologies were received from Councillor Heaton.

3. **Declarations of interest:** (If any) To receive declarations of interest under the Localism Act 2011 – being any pecuniary interests in agenda items not previously recorded on Members' Register of Interests.
   None Declared

4. **Notes of the Parish Council meeting held on 03 February 2026**
   To resolve as a correct record and to authorise the Chair to sign the official minutes.
   On proposal from Councillor Roughton, seconded by Councillor Rickard, and with no objections, it was resolved to accept the minutes as a correct record, and the Chairman was authorised to sign them.

5. **To receive reports from representatives of outside bodies or local organisations 10 Minutes has been put aside for this item.**
   a) County Councillor Philip Roberts shared updates on speeding vehicle solutions and noted new £3000 grants now available to each County Councillor.
   b) District Councillor Terry Taylor sent apologies as was away on holiday.

6. **Financial matters:** To resolve as correct and authorise payments.
   a) Bank Balance as of 28 February 2026 Community Account £11264.50 Charities Trust £108.42
   b) To receive the cashbook and bank reconciliation for February 2026 on proposal of Councillor Lacey and seconded by Councillor Roughton and no objections, it was resolved to accept the bank reconciliation as correct.

Signed 06 May 2026

c) Update of Bank Mandate – It was agreed to remove all representatives that are no longer on the council and add Councillors Rickard and Roughton to the mandateReview and Agree Asset Register On proposal of Councillor Lacey and seconded by Councillor Roughton and no objections, it was resolved to remove the triangle fencing (£1400), and old defibrillator/cabinet (£980), and to add the new laptop (£299) and new defibrillator/cabinet (£1296).The Clerk was granted delegated authority to make payments during March and April, following proposals by Councillors Roughton and Rennie and with no objections.

d) Staff Costs £359.27

e) Village Hall £20.00

f) Bank Charge £4.75

g) Victoria Clerk Interim Audit £70.00

h) ICO Membership £47.00

On proposal of Councillor Lacey and seconded by Councillor Roughton and no objections, it was resolved to accept payments 6f, 6g, 6h, 6i and 6j.

7. Information, Reports and correspondence

a) To agree the Standing Order Policy

b) To agree the Financial Policy

c) To agree the Publication Policy

d) To agree the Code of Conduct Policy

e) To agree the Subject Access Policy

f) To agree the Data Protection Policy

g) To agree the Data Breach Policy

h) To agree the Freedom of Information Policy

On proposal of Councillor Lacey and seconded by Councillor Rickard and no objections, it was resolved to agree policies, 7a, 7b, 7c, 7d, 7e, 7f, 7g, and 7h. these were all emailed to the councillors before the meeting.

i) New Email Addresses

All councillors confirmed that they are currently using their new email addresses.

j) Defibrillator Keal Cotes

Councillor Roughton confirmed the British Heart Foundation's donated defibrillator has been installed and thanked the resident for his effort. The clerk will find where to dispose of the old battery and update the circuit.

k) Bus Shelter West Keal Quote

The clerk received three shelter quotes and identified a possible grant. The paperwork for the grant will be completed and sent to Lincolnshire County Council.

l) Bus Shelter Keal Cotes

The clerk contacted Lincolnshire Highways to inquire about the installation of a bus shelter at Keal Cotes. Due to uncertainty regarding the proposed location, it was agreed that this matter will be further discussed at the next meeting

m) Neighbourhood Watch and WhatsApp –

Due to no update this will be added to next agenda.

n) Internal Audit Report

The chair presented the internal auditor's report, which will be published on the website.

Signed 06 May 2026

o) **Localism Act 2011** Councillors Heaton and Rennie have updated their localism documentation, which will be forwarded to East Lindsey District Council.

p) **Poultry Units -** Land East Of Manor Farm, Main Road, Keal Cotes, Lincolnshire
Following the last meeting, the Clerk contacted East Lindsey District Council planning department to ask why the Parish Council was excluded from the environmental impact assessment. She was informed it was too late to submit reports and that East Keal had deemed the planning within their criteria. The request to add our parish to future contact lists was declined. The Clerk has spoken with East Keal's Parish Clerk, who will keep our Parish Council updated if new information arises.

8. **Planning:** Town and County Planning Act 1990. To consider and make observations of all planning applications received and to note planning approvals, refusals, enforcement complaints and appeal decisions advised by district council. To include those received from the date of this notice and the day of the meeting.

Proposal: Outline erection of 1no. dwelling. Land at: Land Adjacent To Corner Cottage Main Road West Keal Lincolnshire PE23 4BE Appeal reference number: 6004230. Appeal starting date: 04/02/2026 An appeal has been made to the Secretary of State against the decision of East Lindsey District Council to refuse planning permission reference 03401/25/

9. **Highways matters:** Any problems to report

a) **Fix My Street**
A resident has once again contacted the council about the absence of a bus stop sign at West Keal. The clerk advised the resident to report it on Fix My Street, which they have now done. County Councillor Roberts has received this information.

10. **Date of next meeting:** Our Annual Parish Meeting Wednesday 6 May 2026 at 6:30 pm, followed by our Annual Parish Council Meeting. To be held at the Keals village hall West Keal.

11. **Any other matters for discussion only or on the next agenda**

Meeting finished 2020

Signed 06 May 2026